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*Office Memorandum* • UNITED STATES GOVERNMENT

TO : Director of Training  
THROUGH: Deputy Director of Training

~~CONFIDENTIAL~~

DATE: 5 June 1958

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FROM : Deputy Registrar/TR

SUBJECT: Weekly Activity Report No. 22  
28 May - 3 June 1958

Document No. 22NO CHANGE in Class. ☐☐ DECLASSIFIEDClass. CHANGED TO: TS S C

DDA Memo, 4 Apr 77

Auth: DIA P.C. 77/1763

Date: 09 MAR 1978 By: I. SIGNIFICANT ITEMS:

None

II. OTHER ITEMS:

1. After discussions with DDTR and  I proposed to  that we submit a list of all OTR publications to him, with an indication of those publications which we believe should be included in meeting the Agency Publication Board requirement.  was agreeable to the proposal, but suggested that it be taken up directly with  Secretary of the Board. This will be done upon  return to his office on Monday.

2. A review of the enrollment figures for three courses (CSR, CPW, and IRRR), all of which began within the past two weeks, shows that:

a. Prior to the close of registration there were 42 applications for the three courses.

b. By the close of registration seven (7) of these had been canceled, leaving a total of 35.

c. An additional 22 applications were received, as a result of "beating the bushes", after close of registration.

d. Twelve of the original 35 canceled before classes began.

e. Five of the 22 late applicants canceled before classes began.

f. Total enrollment - 40.

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3. [ ] met with [ ], Special Assistant to Assistant Director for Central Reference regarding his proposed external training program at UCLA. This program is scheduled to begin in September 1958, and to extend through the summer session of 1959. No administrative difficulties are foreseen in the handling of this case.

4. R/TR reviewed with [ ] a proposed revision of the Comptroller's notice outlining training policy for personnel in that Office. The revised notice is an improvement over the original statement.

5. Among the applicants for IOC #21 was a GS-12 Photo Intelligence Officer from ORR. A&E predicted, on the basis of the PETB results, that this individual would do unsatisfactorily in the course. On the basis of this information, I discussed the question of accepting him for the course with the ORR Training Officer, and he in turn with the subject's supervisors. The end result of these discussions was: (a) ORR's position that whatever decision was made by this Office would be acceptable to them; and (b) my decision to accept the individual for the course. This decision was based on the following concepts:

a. My belief, supported by A&E, that A&E predictions are not infallible.

b. The subject, recently promoted to GS-12, with two years experience in the Agency, should have some knowledge of the Agency in which he works.

c. Subject's presence in the class would not adversely affect the other students.

d. ORR's reaction that whatever the outcome, it would not adversely affect the individual or his job.

The first phase of the course has been completed, and a preliminary report indicates that the individual received "Unsatisfactory".

Though informally agreed that the individual should not take the second phase, ORR will officially request that DTR waive the technical requirement for IOC, established by regulation for all professionals.

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DDS  
summary

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6. Copy has been received and edited for the June issue of the OTR Bulletin. Typing of final copy will be completed by Friday, 6 June.

7. We have heard informally that [ ] is no longer Training Officer for EE, but has transferred to another job.

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8. R/TR is at Fort Leavenworth for two weeks' duty. He will return to the office on 16 June.

DDS 9. During the week 28 May - 3 June 1958, there were 821 persons enrolled in OTR conducted courses. The breakdown for enrollment is as follows:

183 enrolled in 27 classes ( 9 languages) before hours

99 enrolled in 15 classes ( 7 languages) after hours

148 enrolled in 34 classes (14 languages) during hours

124 enrolled in 7 Operations School courses

71 enrolled in 3 Communism School courses

170 enrolled in 8 Intelligence School courses

26 enrolled in 3 area courses

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